

## **AGENDA**

### **COMMITTEE ON ADMINISTRATION/INFORMATION SYSTEMS**

**October 16, 2006  
Aldermen O'Neil, Lopez,  
Smith, Forest, DeVries**

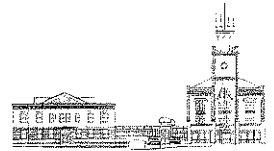
**4:00 PM  
Aldermanic Chambers  
City Hall (3<sup>rd</sup> Floor)**

1. Chairman O'Neil calls the meeting to order.
2. The Clerk calls the roll.
3. Discussion relative to Business License application of Electra Nightclub at 34 Fir Street.
4. If there is no further business, a motion is in order to adjourn.



# CITY OF MANCHESTER

## Office of the City Clerk



Leo R. Bernier  
City Clerk

Carol A. Johnson  
Deputy City Clerk


Paula L-Kang  
Deputy Clerk  
Administrative Services

Matthew Normand  
Deputy Clerk  
Licensing & Facilities

Patricia Piecuch  
Deputy Clerk  
Financial Administration

### MEMORANDUM

TO: Committee on Administration/Information Systems  
Ald. O'Neil, Forest, Smith, Devries, Lopez

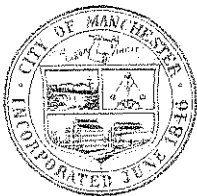
FROM: Matthew Normand   
Deputy Clerk

DATE: October 12, 2006

RE: Discussion regarding Electra Nightclub

Please find the attached Business License Application, all correspondence between the new owner, Dana Clay, and myself, as well as communication from Attorney Ben Gayman, representing the Massachusetts College of Pharmacy and Health Sciences. Mr. Clay has been instructed to appear at your meeting to discuss his business plan for the club and be prepared to address all concerns relative to his planned activities at 22 Fir Street.

Additionally, there may be some discrepancy as to how many parking spots that the Electra Nightclub actually has access to during business hours. Either a representative of the college or Attorney Gayman will be present at the hearing to clarify the matter. If you have any questions or concerns prior to your meeting, you may reach me at 624-6348. Thank you.



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Financial Administration

October 12, 2006

Dana Clay, President  
LARJ, Inc.  
22 Fir Street  
Manchester, NH 03101

Re: Electra Nightclub

Dear Mr. Clay:

This letter is intended to follow up my previous voice message. The hearing before the Committee on Administration to review your Business License Application for Electra Nightclub at 22 Fir Street has been set for Monday, October 16, 2006 at 4:00 p.m. in the Aldermanic Chambers, 3<sup>rd</sup> Floor of City Hall.

Please be prepared at the meeting to discuss your business plan, including but not limited to your parking provisions, security measures, anticipating and mitigating community impact, etc...If you have any questions or concerns regarding preparation for this meeting, you may reach me at the Business Licensing & Enforcement Division of the Office of the City Clerk at (603) 624-6348.

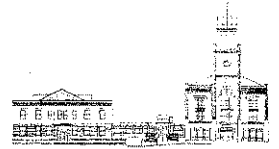
Sincerely,

Matthew Normand  
Deputy Clerk of Licensing & Facilities  
Business Licensing Division  
Office of the City Clerk  
T:(603) 624-6348 F:(603) 624-6481  
[www.manchesternh.gov](http://www.manchesternh.gov)



# CITY OF MANCHESTER

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Patricia Piecuch  
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Financial Administration

September 25, 2006

Dana Clay, President  
LARJ, Inc.  
22 Fir Street  
Manchester, NH 03101

Re: Electra Nightclub

Dear Mr. Clay:

I am in receipt of your recent letter dated September 21, 2006 requesting issuance of your Business License. While it appears that your Business License Application is now complete, the Office of the City Solicitor is currently reviewing the information submitted with your letter, including corporate documents and the State form identifying the change of registered agents.

Pursuant to Section 110.25 of the Code of Ordinances of the City of Manchester, your application will be then reviewed by the Committee on Administration at a date tentatively scheduled for October 3, 2006. Chairman O'Neil, however, has not confirmed this date. You will be contacted as soon as a definitive date and time has been set.

As you may recall, the previous president of LARJ, Inc., Mr. Jack Franks, was required to present his business plan to the Committee for activities to be conducted at 22 Fir Street. Please be prepared at the meeting to discuss your business plan, including but not limited to your parking provisions, security measures, anticipating and mitigating community impact, etc...If you have any questions or concerns regarding preparation for this meeting, you may reach me at the Business Licensing & Enforcement Division of the Office of the City Clerk at (603) 624-6348.

Sincerely,

Matthew Normand  
Deputy Clerk of Licensing & Facilities  
Business Licensing Division  
Office of the City Clerk  
T:(603) 624-6348 F:(603) 624-6481  
[www.manchesternh.gov](http://www.manchesternh.gov)

September 22, 2006

RECEIVED  
MANCHESTER POLICE DEPT. 9/22/06

06 SEP 26 02:40

LARJ Inc.  
Electra Nightclub  
22 Fir Street  
Manchester, NH 03101

To: Matthew Normand,

Matt, it has come to my attention that there may be some confusion in regards to the issuance of an Entertainment Permit to LARJ Inc. D.B.A. the Electra Nightclub. LARJ Inc. is not requesting to be issued an Entertainment Permit unconditionally. LARJ Inc. hereby states that it is in agreement with all provisions set forth of the Business License # 06-BUS3527 and the Entertainment Permit issued with the aforementioned Business License. LARJ Inc. feels that it is unnecessary to again approach the Aldermanic Board with this issue, since we are in agreement with, and currently operating under the provisions requested by the Aldermanic Board themselves.

The new ownership of LARJ Inc. Agrees to uphold the following provisions set forth by the Aldermanic Board signed on February 27<sup>th</sup> 2006.

- (1) The establishment shall be required to hire off-duty personnel from the Manchester Police Department as outlined in section 111.67 of municipal ordinances;
- (2) Licensee shall be obligated to clean up all litter resulting from club operations within six (6) hours of the end of each business day;
- (3) Licensee shall make every reasonable effort to prevent loitering, indecent acts, and the creation of public nuisances or disturbances of the peace by any patrons of Electra Nightclub on the premises of the establishment or immediate vicinity thereof, including all parking lots authorized for usage by Electra Nightclub patrons;
- (4) Licensee shall be obligated to provide adequate parking for the patrons of the establishment. The Licensee's security personnel shall periodically patrol authorized parking lots and maintain security personnel at said lots ½ hour before close until all lots are cleared of patrons;
- (5) \*\*\*Security personnel will be positioned at the designated smoking area outside the club when in use; (\*\*\*) Plans for an outside smoking area have been dropped due to concerns for noise, litter, and safety. A separate smoking room has been created with appropriate ventilation for patrons choosing to smoke.)
- (6) Licensee will enforce the "Dress Code / Rules and Regulations" as indicated on the Electra Nightclub website as of February 12, 2006, numbers 1 through 10, as follows:

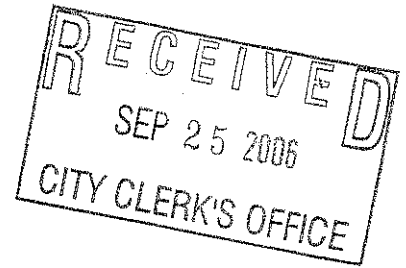
- 1) No baseball caps, do rags, or bandanas. ( No Head Gear )
  - 2) No ripped or torn clothing
  - 3) Men must wear a club shirt / collared shirt. No Exceptions
  - 4) No sporting Jerseys Allowed
  - 5) Dress to impress. Management reserves the right to refuse entry.
  - 6) No fighting. Lifetime ban.
  - 7) No weapons or contraband (i.e., Drugs). Lifetime Ban
  - 8) No Drinks or Cigarettes on the Dance Floor or in Bathrooms.
  - 9) No underage drinking. Lifetime ban.
  - 10) False identification will be confiscated and given to Liquor Control.
- 
- 7) Licensee agrees to end entertainment promptly at 1:15 a.m. on Thursday through Sunday and at 1:00 a.m. on Monday and Tuesday.
  - 8) Licensee shall make every reasonable effort to prevent the establishment from becoming the proximate cause of a significant increase in criminal activity on the premises of the establishment or in the immediate vicinity thereof;
  - 9) Licensee shall work out procedures with its staff to make sure that all life-safety and fire codes are followed (i.e. overcrowding, aisles kept open);
  - 10) Failure of the licensee to meet any of the aforementioned stipulations may result in the suspension or revocation of this license.

Sincerely,

A handwritten signature in cursive script that reads "Dana Clay". The signature is written in dark ink and is positioned below the word "Sincerely,".

Dana Clay President LARJ Inc.

September 21, 2006



LARJ Inc.  
Electra Nightclub  
22 Fir Street  
Manchester, NH 03101

To: Matthew Normand,

Matt, I have submitted the following updated corporate documents for LARJ Inc. (Electra Nightclub): certificate of good standing, change of registered agent, and am aware that attorney Bill Thorton has also faxed information to the city clerks office per your request regarding LARJ Inc. during the previous ownership. It is my understanding that this should fulfill the needs of the City Clerks office and that LARJ Inc. has met the requirements of ALL other city offices in regards to applying for an Entertainment Permit to operate under new ownership.

It is the position of LARJ Inc. that this process has taken an unduly amount of time and is requesting that an Entertainment Permit be issued without further delay. This process began on August 10<sup>th</sup>, 2006 when attorney Bill Thorton contacted you in regards to a transfer of an Entertainment Permit to the new owners of LARJ Inc.. Three weeks later it was determined that a new application would need to be applied for. On August 31<sup>st</sup> 2006 I began the process of reapplying. I have carefully documented all phone conversations, meetings, messages, letters, and attempted correspondence as well as candid quotes from numerous city employees, and officers regarding the opposition to LARJ Inc. operating as the Electra Nightclub in the city of Manchester.

LARJ Inc. feels that it has built a strong case that our application process has been neither fair nor typical and is being made intentionally difficult due to the city's opposition, and current administrations opposition to the Electra Nightclub. LARJ Inc. is requesting the city and current administration cease further interruption during the application process.

Sincerely,

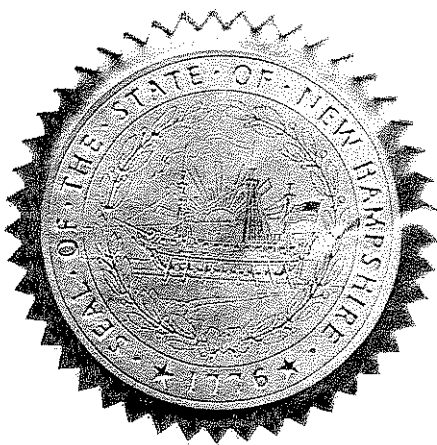
Dana Clay President LARJ Inc.

# State of New Hampshire

## Department of State

### CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify LARJ INC. is a New Hampshire corporation duly incorporated under the laws of the State of New Hampshire on July 8, 2005. I further certify that all fees and annual reports required by the Secretary of State's office have been received and that articles of dissolution have not been filed.



In TESTIMONY WHEREOF, I hereto  
set my hand and cause to be affixed  
the Seal of the State of New Hampshire,  
this 21<sup>st</sup> day of September, A.D. 2006

A handwritten signature in cursive script, reading "William M. Gardner".

William M. Gardner  
Secretary of State



## STATE OF NEW HAMPSHIRE

Filing fee: \$15.00  
Use black print or type.

RSA 293-A:5.02 (a) and 15.08 (a)

Form No. 9

OK 8/29

STATEMENT OF CHANGE OF REGISTERED OFFICE  
OR REGISTERED AGENT, OR BOTH, BY CORPORATION

TO THE SECRETARY OF STATE OF THE STATE OF NEW HAMPSHIRE

PURSUANT TO THE PROVISIONS OF THE NEW HAMPSHIRE BUSINESS CORPORATION ACT, THE UNDERSIGNED CORPORATION, ORGANIZED UNDER THE LAWS OF THE STATE OF NH, SUBMITS THE FOLLOWING STATEMENT FOR THE PURPOSE OF CHANGING ITS REGISTERED OFFICE OR ITS REGISTERED AGENT, OR BOTH, IN THE STATE OF NEW HAMPSHIRE:

FIRST: The name of the corporation is:

LARJ Inc.540582

SECOND: The name of its registered agent is recorded as:

JACK<sup>D</sup> Franks

THIRD: The street address, town/city of its registered office is recorded as:

22 Fir ST Manchester, NH 03101

FOURTH: The name of its new registered agent is (Note 1):

Dana Clay

FIFTH: The street address, town/city of its new registered office is (Note 1):

22 Fir ST Manchester, NH 03101

SIXTH: The street address, town/city of its registered office and the address of the business office of its registered agent, as changed, will be identical.

SEVENTH: (Print Name) Dana Clay hereby consents to serve as registered agent for this corporation. (Note 2)

\_\_\_\_\_  
Signature of new agent

(Note 2)

Dated 9-21-06

COPY

LARJ Inc. (Note 3)

By Dana Clay President (Note 4)

Signature of its

Dana Clay

Print or type name

- Notes:
1. Refer to law on reverse side. (If a post office box is given, the physical location must also be given.)
  2. If a Foreign Corporation, the seventh statement must be completed and signed by new agent or a letter of consent signed by new agent must be submitted with this form.
  3. Exact corporate name of corporation making the statement.
  4. Signature and title of person signing for the corporation. Must be signed by chairman of the board of directors, president or another native signatures.

State of New Hampshire  
Form 9 - Statement of Change of Registered Agent/Registered Office 1 Page(s)

Mail fee  
State Hou



T0626427023

PY to: Secretary of State,  
7/99  
-4989

CD Corp Form 9 V-1.0



State of New Hampshire  
New Hampshire Department of State  
William M. Gardner  
Secretary of State, William M. Gardner

09/21/2006

Invoice Number: 4856235

Invoice Date: 09/21/2006 01:03 PM

User ID: 463

**Billing Information**

LARJ INC.  
22 Fir Street  
Manchester, NH 03104

Product Description	Certification Number	Order Date	Qty	Pages	Item Cost	Extended	Amount Due
Existence - Cert of Exist/GS/Auth Re: LARJ INC. Contact: LARJ INC. Shipped Via: Mail	1036265	09/21/2006	1	1	5.00	5.00	Paid
Existence - Expedited Fee Re: LARJ INC. Contact: LARJ INC. Shipped Via: Mail	1036266	09/21/2006	1	1	25.00	25.00	Paid
Annual Reports - Fee - Form 47 - (Corporations) Re: LARJ INC. Contact: LARJ INC. Shipped Via: Mail	1036267	09/21/2006	1	1	100.00	100.00	Paid
Corp Fees - Form 9 - Statement of Change of Registered Agent/Registered Office Re: LARJ INC. Contact: LARJ INC. Regarding Entity: LARJ INC. Shipped Via: Mail	1036268	09/21/2006	1	1	15.00	15.00	Paid
Annual Reports - Late Filing Fee - Corporation Re: LARJ INC. Contact: LARJ INC. Shipped Via: Mail	1036269	09/21/2006	1	1	50.00	50.00	Paid

Credit Balance as of 09/21/2006 1:03 PM: \$0.00

**Payment Details:**

Cash: \$195.00 Receipt#cs 13980(1036265:\$5.00, 1036266:\$25.00, 1036267:\$100.00, 1036268:\$15.00, 1036269:\$50.00, )

Invoice Total: \$195.00

Payment Total: \$195.00

Contact(s): None specified

Amount Due: \$0.00

Include invoice number on all correspondence and send to:

UCC Inquiries: New Hampshire Department of State  
107 N. Main St.  
Concord, NH 03301

To discuss payment for UCC items call:  
(603) 271-3276

Corporation Inquiries: New Hampshire Department of State  
107 N. Main St.

To discuss payment for Corporation items call:  
(603) 271-3246

9/21/2006 1:03:32 PM

Invoice Number: 4856235 Page 1 of 2



# BUSINESS LICENSE APPLICATION

Office of the City Clerk/Business Licensing & Enforcement Division/One City Hall Plaza/Manchester, NH 03101/(603) 624-6348

Date: 8-30-06

## Instructions:

1. Please return all pages of this application with all applicable information completed.
2. Using the worksheet provided, figure the total business license fee.
3. Please make checks payable to the "City of Manchester".  
*Checks returned by your financial institution are subject to a \$30.00 penalty.*
4. The licensing year begins May 1<sup>st</sup>.  
*Applications received after this time may be subject to a late charge. New licenses will expire on April 30<sup>th</sup> of the following year, unless the licensed activities are otherwise limited or invalidated by local, state, or federal authority.*

## Section I. Identification

Applicant:

LARJ Inc

Business Name:

Electra Nightclub

Business Address (No P.O. Box):

34 22 Fir St

Manchester, NH 03101

Telephone #:

603-644-1100

Fed. Tax I.D. #:

412180306

Manager's Name(s):

Dana Clay

Property Owner's Name:

Steve Stephanak (Whitecliff Realty)

Property Owner's Mailing Address (No P.O. Box):

1 Colonel Wilkens Rd Amherst, NH 03051

Property Owner's Telephone #:

603-673-7658

As part of the application process, some city departments may need to contact your business to schedule an interview or an inspection. Please identify the person to be contacted and the best time(s) to call.

Contact Person:

Dana Clay (603 381 0990) Time(s): Open

## Section II. Business Information

### 1. BUSINESS ACTIVITIES:

Please check all applicable sections:

<input type="checkbox"/> Alarm	<input type="checkbox"/> Dance/Entertainment-Restaurant ***	<input type="checkbox"/> Performers/Exhibitors ***
<input type="checkbox"/> Amusement Devices **	<input type="checkbox"/> Downtown Sidewalk Encumbrance ***	<input type="checkbox"/> Raffle ****
<input type="checkbox"/> Amusement Device Vendor **	<input type="checkbox"/> Employment Agency *	<input type="checkbox"/> Secondhand Dealer *
<input type="checkbox"/> Antique Dealer *	<input checked="" type="checkbox"/> Entertainment Place of Assembly ***	<input type="checkbox"/> Sunday Activities *
<input type="checkbox"/> Arcade (6+ amusement devices) **	<input type="checkbox"/> Fair ***	<input type="checkbox"/> Tag Day ****
<input type="checkbox"/> Auctioneer/Auction House *	<input type="checkbox"/> Itinerant Photography/Magazine Sales ***	<input type="checkbox"/> Taxicab/Dispatch Company *
<input type="checkbox"/> Christmas Tree Sales *	<input type="checkbox"/> Junk Dealer/Junk Collector *	<input type="checkbox"/> Towing Company *
<input type="checkbox"/> Circus/Carnival ***	<input type="checkbox"/> Noise Permit ***	<input type="checkbox"/> Other
<input type="checkbox"/> Dance/Entertainment ***	<input type="checkbox"/> Peddler/Civic Center Peddler ***	

(\*) Refer to Section II(1) (\*\*) Refer to Section II(2) (\*\*\*) Refer to Section II(3) (\*\*\*\*) Refer to Section VI (pg. 7)

## Section II (cont.) Business Information - License Fee Worksheet

Following are the license fee categories for businesses and business activities in the City of Manchester. Please review each section and calculate the fees where appropriate.

1. Enter your business' square footage here to calculate your fee.  
~~10,300~~ If the square footage is already entered, this number is based  
 figures submitted with your application from last year. If there have been  
 no changes since last year continue to next applicable section. If there have  
 been any changes, correct the square footage and calculate the fee for  
10,300 sq. feet.

To calculate the fee, the first 1,500 square feet is \$50.00 and  
 \$2.00 per 100 square feet, or portion thereof, thereafter. Minimum fee is  
 \$50.00; Maximum is \$1,000.00. (Example: A business has 2,200 sq.  
 feet. The license fee is \$50.00 for the first 1,500 sq. feet and \$14.00 for  
 the next 700 sq. feet (\$2 x 7 = \$14) for a total of \$64.00.)

\$226.00

2. Enclosed Amusement Device Registration form must be filled out  
 completely and submitted. Fees, per machine, are as follows

a. \$25.00 for each children's amusement device (height and weight  
 requirements for children only), skee ball, basketball device, pinball,  
 concession game, pool table, or billiard table.

Number of machines: 3 x \$25.00 =

b. \$50.00 for each juke box, centralized music system, video games,  
 video dart machine, etc... Number of machines: 0 x \$50.00 =

c. \$1500.00 for each video poker or video slot machine.

Number of machines: 0 x \$1500.00 =

d. \$300.00 for Arcade License fee (six or more amusement devices).

Note: The count of devices is not to include pool tables, billiard tables,  
 juke boxes or centralized music systems. Fee: \$300.00

e. An Amusement Device Vendor License fee is required of all device  
 vendors. Device vendors located outside city limits are required to submit  
 a list of all "Manchester accounts" along with a \$100.00 license fee.  
 Device vendors located within city limits shall maintain an "account log"  
 and submit a license fee derived from the calculation above (item 1.)

Note: All records of accounts located in Manchester must remain  
 accurate throughout the licensing period.

475.00

0

0

0

0

3. The licenses for the following activities may also require additional  
 paperwork, state licenses, insurance certificates etc...

a. Circus/Carnival Fee: \$300.00

b. Dance/Entertainment and/or Entertainment Place of Assembly

Class I - Non-Profit Org. Fee: \$15.00/day

Class II - For Profit Fee: \$100.00/day

c. Dance/Entertainment (Restaurant) Fee: No Charge

d. Fair Fee: \$300.00 (one day); \$50.00/add. day

e. Itinerant Photo/ Magazine Sales Fee: \$150.00/yr; \$25.00/wk; \$5.00/day

f. Noise Fee: \$200.00/event

g. Peddler - City Wide Fee: \$150.00/yr.; \$25.00/day

Civic Center Zone Fee: \$400.00/yr; \$75.00/day

h. Performers/Exhibitors Fee: \$10.00/day

0

### \* Proration of Initial Annual License Fees \*

Initial applications received after May 1, for certain activities,  
 may be prorated as follows. (Call 603-624-6348 for details)

May 1 - Jul 31 100% Aug 1 - Oct 31 75%

Nov 1 - Jan 31 50% Feb 1 - Apr 30 25%

\$301.00  
 (Total)

## Section III. Amusement Device Registration

Complete the following registration form for any amusement devices on the premises (Coin-operated and/or Non-coin-operated devices). If there are more devices on the premises than space is provided for below, please attach a list of additional devices,

[illegible]

I, Dana Clay, hereby certify that all of the information presented above is true and accurate.  
Signature: Dana Clay Title: President Date: 8-31-06  
(Signature and Title of duly authorized officer, owner or partner)

## Section IV. Business Principals & Signature

ALL SIGNATURES MUST BE OF AN OWNER OR DULY AUTHORIZED CORPORATE OFFICER.

### 1. If a Sole Proprietorship:

Owner: \_\_\_\_\_ D.O.B.: \_\_\_\_\_  
Residence: \_\_\_\_\_ Social Sec. #: \_\_\_\_\_  
\_\_\_\_\_  
Telephone #: \_\_\_\_\_  
Signature: \_\_\_\_\_

### 2. If a Partnership:

Partner #1: \_\_\_\_\_ D.O.B.: \_\_\_\_\_  
Residence: \_\_\_\_\_ Social Sec. #: \_\_\_\_\_  
\_\_\_\_\_  
Telephone #: \_\_\_\_\_  
Partner #1: \_\_\_\_\_ D.O.B.: \_\_\_\_\_  
Residence: \_\_\_\_\_ Social Sec. #: \_\_\_\_\_  
\_\_\_\_\_  
Telephone #: \_\_\_\_\_  
Signature: \_\_\_\_\_

### 3. If a Corporation:

Corporate Name: LARJ inc

Address (No P.O. Box): 22 Fir ST  
Manchester, NH 03101

Telephone #: 603 644 1100 Fed. Tax I.D. #: 412180306

(President) Name: Dana Clay D.O.B.: 5-29-77

Residence: 2 Sawmill LN Social Sec. #: 008-72-9615  
Enfield, NH 03748 Telephone #: 603 381 0990

(Vice President #1) Name: Dave Senecal D.O.B.: 5/11/71

Residence: 65 Cobblestone Ln Social Sec. #: 009 58 6100  
Manchester, NH 03109 Telephone #: 603 234 9307

Section IV (cont.) Business Principals & Signature

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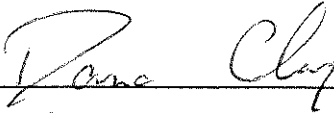
3. If a Corporation (cont.):

(Vice President #2) Name: Dave Senecal D.O.B.: 5/11/71  
Residence: 65 Cobblestone Ln Social Sec. #: 009 58 6100  
Manchester, NH 03109 Telephone #: 603 234 9307

(Treasurer) Name: Dana Clay D.O.B.: 5-29-77  
Residence: 2 Sawmill Ln Social Sec. #: 008-72-9615  
Enfield, NH 03748 Telephone #: 603-381-0990

(Secretary) Name: Dave Senecal D.O.B.: 5/11/71  
Residence: 65 Cobblestone Ln Social Sec. #: 009 58 6100  
Manchester, NH 03109 Telephone #: 603 234 9307

(Clerk) Name: — D.O.B.: \_\_\_\_\_  
Residence: \_\_\_\_\_ Social Sec. #: \_\_\_\_\_  
\_\_\_\_\_ Telephone #: \_\_\_\_\_

Duly authorized signature:   
Print name signed above: Dana Clay

## Section V. Department Signoffs

THE FOLLOWING SECTION MUST BE COMPLETED PRIOR TO ACCEPTANCE OF THE APPLICATION FOR CONSIDERATION. DEPARTMENTS MAY ATTACH CONDITIONS TO THE SIGNOFFS AND/OR INDICATE THAT APPROVAL IS TENTATIVE OR SUBJECT TO FURTHER REVIEW. PURSUANT TO SECTION 110.02(C) OF THE CODE OF ORDINANCES, DEPARTMENTS MAY PLACE ADDITIONAL RESTRICTIONS OR CONDITIONS ON CERTAIN ACTIVITIES.

Building Department, One City Hall Plaza-West Wing 2<sup>nd</sup> Floor (603-624-6475)

The above application has been reviewed by this department and applicant has met all permitting requirements. The business is consistent with zoning regulations or has been approved through variance. *The square footage reported appears to be accurate.*

Building Department: \_\_\_\_\_

9/7/06 Health Department, 1528 Elm Street (603-624-6466)

The above application has been reviewed by this department and applicant has met all permitting requirements and/or other requirements of this department.

Health Department: *Kimberly Boudry*

✓ Police Department, 351 Chestnut Street (603-668-8711)

The above application has been reviewed by this department and applicant has met all permitting requirements and/or other requirements of this department.

Police Department: *Dep J. J. J. J.*

✓ ⊕ Mandated by stipulations on 06-BOS 3527 2-27-06  
Fire Department, 100 Merrimack Street (603-624-6507)

The above application has been reviewed by this department and applicant has met all permitting requirements and/or other requirements of this department.

Fire Department: *Paul Allard 9-11-06*

X Parks and Recreation Department, 625 Mammoth Road (603-624-6565)

The above application has been reviewed by this department and applicant has met all permitting requirements and/or other requirements of this department.

Parks & Rec. Department: \_\_\_\_\_

Signoffs will be needed from the depts. above in the indicated order.





WIGGIN & NOURIE, P.A.  
Counsellors at Law

## MEMORANDUM

To: Deputy Clerk Matt Normand  
City of Manchester  
From: Ben Gayman for  
Massachusetts College of Pharmacy and Health Sciences

Date: September 28, 2006

Re: Campus Parking

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Matt:

Seth Wall, Executive Director of the Manchester campus of the College, asked me to provide you with information on the College's parking in the area adjacent to its campus on North Hampshire Lane, Fir and Hollis Streets.

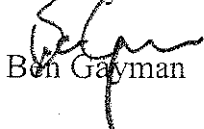
The College has leased a total of 72 spaces from the owner of the "Davison" property for a term continuing through November of 2012 with rights to extend for an additional 10 years. The College's parking spaces are shown on the map of the campus neighborhood attached to this memo and are highlighted in green. Also enclosed are charts of the specific spaces allocated to the College by the lease, highlighted in yellow.

As you may be aware, College students, staff and visitors are on Campus in the library and labs and through closing at 11:30 pm.

Under the lease the College has exclusive use of the parking and access thereto through 4pm every day and shared use with another tenant on Tuesday through Sunday from 4pm to 4am. Therefore, pursuant to the College's lease with the owner, the College students, staff and visitors who remain in their spaces after 4pm and any others who arrive after 4pm are free to use any and all of the spaces at any time (and on Monday the College has exclusive use of all spaces, all of the time).

Please let me know if you have additional questions or need more information.

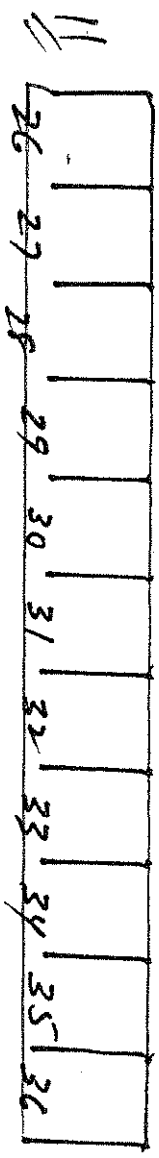
Thank you.

  
Ben Gayman

cc: Seth Wall, Executive Director

# ROOF TOP PARKING-HAMPSHIRE LANE

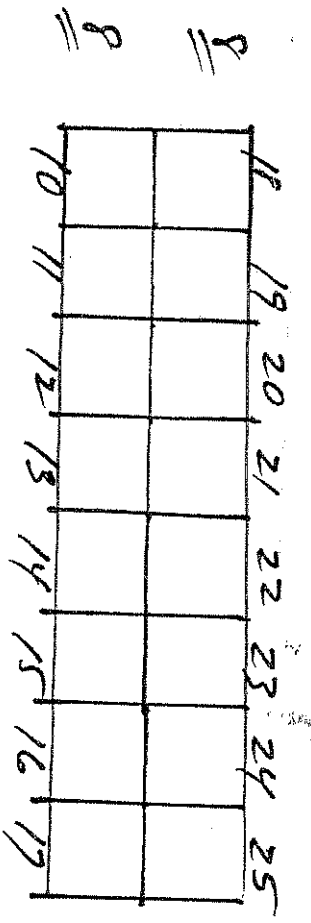
Mo 12/1/02



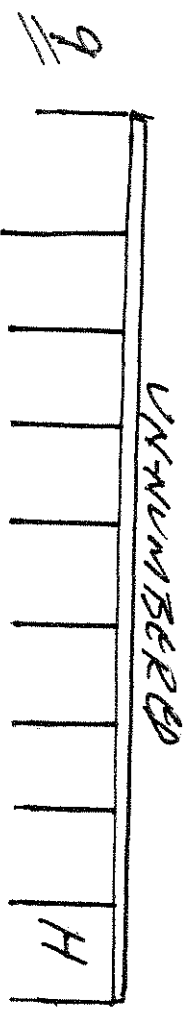
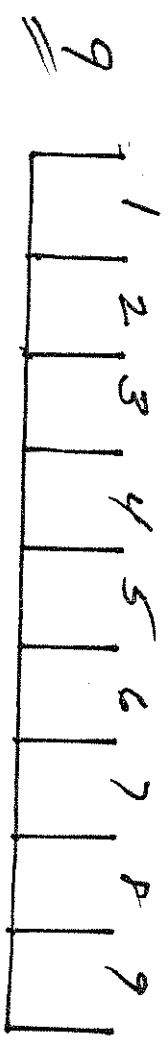
MCFAHS

#15-10-31=27space

9 SPACES AGAINST WALL OF LANE



Total = 36 SPACES



HAMPSHIRE LANE

WCPAHS - #10-25 - 16 spaces  
 #29-44 - 16 spaces  
 #60-63 - 4 spaces

TOTAL 36 SPACES

R/O 12/1/0.

UPPER PARKING LOT

64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84
----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----

45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63
26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44

DUMPSTER															
10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25

OUT

IN

DRAWN BY: MATTHEW WILLIAMS  
 ENGINEERING DEPT.  
 ENERGY NORTH NATURAL GAS, INC.  
 REVISED 8/22/97

SCALE: N.T.S.

HAMPSHIRE LAND



= NIGHTCLUB      = RETAIL      = PROFESSIONAL/MEDICAL      = RESIDENTIAL